

State of Tennessee
Department of Children's Services (DCS)
Records Retention
Alphabetical Order by Record Series Title

Health Records

RDA Number **Records Title and Description**

2876 **CLOSED DCS-RESIDENTIAL TREATMENT FACILITIES (YDC,GH,TPS)
MEDICAL RECORDS**

Approved: June 7, 2001

ORIGINAL CASE FILE RECORDS CONTAINING A COLLECTION OF SPECIFIC HEALTH INFORMATION, INCLUDING DENTAL AND IMMUNIZATION RECORDS, PSYCHOLOGICAL, PSYCHIATRIC, AND PSYCHOSEXUAL REPORTS, GENERATED BY DCS AS WELL AS CASE RECORDINGS/NOTES ON A CHILD NO LONGER IN THE PHYSICAL CUSTODY, CONTROL OR SUPERVISION OF DCS.

Disposition THE FILES ARE TO BE CUT OFF AT CHILD'S 22ND BIRTHDAY THEN, MAINTAIN IN AGENCY SEVEN (7) YEAR(S); THEN DESTROY.

2866 **CLOSED DYD YOUTH-MEDICAL MASTER FILES**

Approved: June 7, 2001

JUVENILE JUSTICE CHILD FILES CONTAINING MEDICAL RECORDS, FORMERLY MAINTAINED BY THE DEPT. OF YOUTH DEVELOPMENT (DYD), THAT CLOSED BETWEEN 10/01/93 AND 06/30/96 AND ARE CURRENTLY STORED AT VARIOUS DCS OFFICES, YOUTH DEVELOPMENT CENTERS (YDC), AND GROUP HOMES (GH).

Disposition THE FILES ARE TO BE CUT OFF AT YOUTH'S 22ND BIRTHDAY THEN, MAINTAIN IN AGENCY SEVEN (7) YEAR(S); THEN DESTROY.

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2912 **CLOSED TPS(1/1/1920-6/30/1996) MEDICAL RECORD**

Approved: June 25, 2002

ORIGINAL CASE FILE RECORDS FOR THE PERIOD OF JANUARY 1, 1920
-JUNE 30, 1996 CONTAINING A COLLECTION OF SPECIFIC HEALTH
INFORMATION, INCLUDING DENTAL AND IMMUNIZATION RECORDS,
PSYCHOLOGICAL, PSYCHIATRIC, AND PSYCHOSEXUAL REPORTS,
GENERATED BY DCS AS WELL AS CASE RECORDINGS/NOTES ON A CHILD
NO LONGER IN THE PHYSICAL CUSTODY, CONTROL OR SUPERVISION OF
DCS.

Disposition THE FILES ARE TO BE CUT OFF AT CHILD'S 22ND BIRTHDAY THEN,
MAINTAIN IN AGENCY SEVEN (7) YEAR(S); THEN DESTROY.